

DEPARTMENT OF FORESTRY AND FIRE PROTECTION
OFFICE OF THE STATE FIRE MARSHAL
RUBEN GRIJALVA, STATE FIRE MARSHAL

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October 4, 2005

Re: Core Committee Meeting Minutes

The Office of the State Fire Marshal conducted its second conference call meeting to discuss updates and current issues/concerns:

Chief Grijalva began the meeting with a roundtable format to obtain the committee members input as to issues needing immediate attention:

- Clarified that there is one password for all work group members. Chief Hugh Council will re-send to those who did not receive it.
- Dan Najera will remind all members that they must sign the required licensing security and confidentiality form from ICC (posted on the SFM Webpage).
- The statutory regulations have been posted.
- The ICC form/link is on the webpage.
- Dan Najera will:
 - Contact each work group leader every two weeks to update and post the notice of each groups meetings; and will send this update to the Core Committee members. Rick Terry offered to remind the H Occupancy work group leaders to schedule and submit their meeting dates to Dan for posting.
 - Post/update the work group roster on the webpage by close of business on 10/5/05.
- Chief Grijalva reiterated the following:
 - ✓ Work groups are to go to/through the Core Committee leader(s) and Dan Najera (SFM) and Leslie Haberek (ICC) are the liaisons.
 - ✓ Every member of the work groups should read and be up-to-date on the SFM transmittals (philosophy, process, significant life/safety and nine point criteria); information is posted on the SFM webpage.
 - ✓ Dan Najera is available by cell phone at all times and has access to his emails (laptop). Members are to call Dan first; if no response, call Chief Council (or the Assistant State Fire Marshal when appointed); and if no response call Chief Grijalva.
- Communications: Dan Najera to send the link for the Los Angeles County webpage discussion site.
- Not everyone was aware that the H Occupancy workgroups had split out (North & South). There may be others that have split out; however the core committee did not feel it feasible to add more work groups.

- The Core Committee members agreed to Ad Hoc groups to address gaps and/or conflicts should they arise.
 - General exiting: All work groups will work on occupancy specific and general exiting issues. If there are conflicts the workgroup leader will bring them to the Core Committee resolution or establishment of an Ad Hoc group if necessary.
 - Assign Articles 79 and 80 to H Occupancy groups.
 - Fire Protection Systems: The SFM Advisory Committees for Sprinklers and Fire Alarms will look at specifics. If other items are found that are not a part of a work group we may then may bring in "experts" to form an additional work group.
- Chief Grijalva discussed a decision he had made regarding having the Administrative Section handled through the OSFM with state agencies (representatives to be named). In addition the group discussed and agreed that Chapter I of the Building Code will be assigned to the SFM Code Interpretation Committee; with the addition of a CalBo representative.
- Chief Council suggested that the various occupancy groups should handle Chapter 35 design standards relative to their specific occupancy. Those items regarding Sprinklers and Fire Alarms will be sent to the appropriate standing SFM Committee for review; then to the Core Committee; and if necessary obtain outside expertise.
- Chief Grijalva discussed plans to coordinate an educational/technical discussion Forum – Height & Area Tables, to include the Tri County Building Officials and WABO in the Spring of 2006.
- Representatives of ICC will be in Sacramento October 31-November 2 to deliver the electronic format of the 2006 Codes the State Fire Marshal.
- Will discuss at the next conference call (October 18th) the possibility of a three day Core Committee Meeting to collect and review the work group documents.

Next Conference Call/Meeting
October 18, 2005
10:30 a.m.-12:00 p.m.

Minutes Submitted by: Dee Tokimitsu, Division Chief, Support Services

Approved by:


RUBEN GRIJALVA
State Fire Marshal